



## **Amerikanisches Generalkonsulat Leipzig**

Wilhelm-Seyffferth-Str. 4

04107 Leipzig

tel: 0341-21384-64

fax: 0341-21384-61

email: <mailto:NussC@state.gov>

<http://leipzig.usconsulate.de/>

## **American Consulate General Internship for German Students Application Instructions**

All applications must be submitted in English.

Due to a lengthy security process, deadlines for applications will not be extended.

Transportation can not be refunded. Minimum internship of 6 weeks, 30-40 hours per week.

If you have further questions, please email or call Ms. Chris Nuss (contact information above).

### **To apply, please fill out the form and mail to the following address:**

Amerikanisches Generalkonsulat

z.H. Frau Chris Nuss, Personalabteilung

Wilhelm-Seyffferth-Str. 4

04107 Leipzig

**OR Email to:** [NussC@state.gov](mailto:NussC@state.gov)

**OR Fax to:** 0341-21384 61

### **Submission Deadlines:**

June-July 2008: February 15, 2007

August-September 2008: May 1, 2007

### **Requirements:**

English language: speak, read and write

Citizenship: German (security clearances for non-German citizens would take over a year)

Minimum age: 18

Enrolled at a University in Germany

Picture (scanned, printed or as jpeg file)

### **Preferred Skills:**

Computer skills: MS Word, PowerPoint, MS Outlook

Service oriented



**Amerikanisches Generalkonsulat Leipzig**

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email: NussC@state.gov

**Application Form for Internship**

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Zip Code and City: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone (Festnetz): \_\_\_\_\_

Telephone (Cell Phone): \_\_\_\_\_

Date of Birth (month/day/year): \_\_\_\_\_

Citizenship: \_\_\_\_\_

Enrolled in German University:    Yes        No

Name and City of University: \_\_\_\_\_

Year of Study: \_\_\_\_\_

Area of Study: \_\_\_\_\_

Previous visits to the US: \_\_\_\_\_

**Tell us about yourself and why you're interested in working for the Consulate (500 words or less in English).**